ATZQ-BDE-E   15 July 2013

MEMORANDUM FOR All 1st Battalion, 13th Aviation Regiment Personnel

SUBJECT: Equal Opportunity Complaint Procedures – Policy Number 4

1. The Equal Opportunity (EO) complaints processing system exists to provide a method for all Soldiers and their Family members to address complaints that allege unlawful discrimination or unfair treatment on the basis of race, color, religion, gender, or national origin.

2. Complaints by civilian personnel alleging discrimination should be handled in accordance with the procedures contained in AR 690-600, Equal Employment Opportunity Discrimination Complaints, 9 February 2004, or as described in Department of Defense and Department of the Army policy implementing 10 US Code 1561, or per the guidance provided by the Equal Employment Opportunity Office.

3. If you believe you have an EO complaint, I recommend you inform your chain of command first to afford them the opportunity to resolve the issue. Although I strongly recommend the processing of EO complaints through the chain of command, it does not serve as the only method available to resolve complaints. You may use other channels such as the Battalion or Brigade EO Leader, the Installation EO Advisor, the Inspector General's Office, or the Chaplain's Office.

4. I want to emphasize that I will not tolerate any attempts to suppress anyone who wants to file an EO complaint or acts of reprisal against a person filing a complaint, whether the results of the complaint are substantiated or unsubstantiated. False complaints, however, are subject to disciplinary action.

5. The point of contact for this policy is the 1st Battalion, 13th Aviation Regiment EO Leader, SSG Moore at 334.255.1336.

6. This memorandum supersedes Policy Number 21 (EO Complaint Procedures), dated 15 August 2011, and will remain in effect until changed or formally rescinded.

STEVEN M. PIERCE
LTC, AV
Commanding